

U.S. Ambassadors Fund for Cultural Preservation Application Guidelines

The United States Embassy Port of Spain is accepting proposals for projects which aim to preserve cultural heritage, through the U.S. Ambassadors Fund for Cultural Preservation (AFCP) 2015 Competition. The U.S. Ambassadors Fund for Cultural Preservation (AFCP) supports the preservation of cultural sites, cultural objects, and forms of traditional cultural expression in more than 100 developing countries around the world.

In 2014, Trinidad and Tobago received its first grant under the AFCP for the preservation of archeological artefacts found in Rockley Bay, Tobago. We encourage others with meaningful projects to submit their proposals for consideration.

Grant funding requests may not exceed \$200,000 USD. Please note that only one applicant will be chosen for final nomination.

APPLICATION DEADLINE: All applications must be submitted to ircpos@state.gov on or before Sunday, November 30, 2014, 11:59 p.m.

FUNDING AREAS: AFCP supports projects to preserve cultural heritage in the following three areas

A. CULTURAL SITES such as, but not limited to, historic buildings and archaeological sites

B. CULTURAL OBJECTS AND COLLECTIONS from a museum, site, or similar institution-that include, but are not limited to, archaeological and ethnographic objects, paintings, sculpture, manuscripts, and general museum conservation needs

C. FORMS OF TRADITIONAL CULTURAL EXPRESSION-such as traditional music, indigenous languages, and ancient crafts.

FUNDING PRIORITIES: AFCP gives top priority to project activities that adhere to these guidelines and to international standards for the preservation of cultural heritage. These activities may include:

A. CULTURAL SITES: restoration of an ancient or historic building, preservation of an archaeological site, or documentation of cultural sites in a region for preservation purposes.

B. CULTURAL OBJECTS AND COLLECTIONS: conservation treatment for an object or collection of objects; needs assessment of a collection with respect to its condition and strategies for improving its state of conservation; inventory of a collection for conservation and protection purposes; the creation of safe environments for storage or display of collections; or specialized training in the care and preservation of collections.

C. FORMS OF TRADITIONAL CULTURAL EXPRESSION: documentation and audiovisual recording of traditional music and dance forms for broad dissemination as the means of teaching and further preserving them, or support for training in the preservation of traditional applied arts or crafts in danger of extinction.

ELIGIBLE PROJECT APPLICANTS: Eligible project applicants are defined as reputable and accountable non-commercial entities, such as non-governmental organizations, museums, ministries of culture, or similar institutions and organizations that are able to demonstrate that they have the requisite experience and capacity to manage projects to preserve cultural heritage.

FORMAT: Please use the following headings and subheadings to organize your proposal.

1. Project Applicant Information

Applying Organization Name:

Address:

Web site:

Project Director:

Project Director Title:

Phone:

Mobile Phone:

Email:

2. Project Location

Project Site:

City or vicinity:

Brief Description of Site:

3. Project Purpose

Please briefly explain the project objectives and desired results.

4. Project Activities Description

Applicant must explain how they intend to achieve the project objectives and results, present proposed tasks in a logical order, and describe how those tasks directly contribute towards achieving the project objectives and results. Please include Proof of Official Permission to undertake the project and the endorsement and support of the appropriate national authority

5. Project Time Frame or Schedule

Identify the major project phases and milestones, with performance target dates for achieving them (NOTE: Applicants may propose project performance periods of up to 60 months [five years] with five budget periods of one year each)

6. Project Participant Information

Estimated total number of key project participants (resumes required as part of the application)

Estimated total number of secondary project participants (skilled and unskilled laborers, technicians, volunteers, etc.; resumes not required)

Estimated total number of US participants

Estimated total number of Non-US participants

7. Importance of Site, Object, or Form of Expression

8. Urgency of the Project

Indicate the severity of the situation and explaining why the project must take place now.

9. Statement of Sustainability

Outline the steps or measures that will be taken to maintain the site, object, or collection in good condition after the AFPCP-supported project is complete; or, in the case of forms of traditional cultural expression, to preserve and disseminate the documentation, knowledge, or skills either resulting or gained from the project.

10. Budget Summary

All budget items must be stated in US Dollars

INELIGIBLE ACTIVITIES AND COSTS: AFPCP does NOT support the following activities or costs, and applications involving any of the activities or costs below may be deemed ineligible:

A. Preservation or purchase of privately or commercially owned cultural objects, collections, or real property, including those whose transfer from private or commercial to public ownership is envisioned, planned, or in process but not complete at the time of proposal submission

B. Preservation of natural heritage (physical, biological, and geological formations, paleontological collections, habitats of threatened species of animals and plants, fossils, etc.)

C. Preservation of hominid or human remains

D. Preservation of news media (newspapers, newsreels, radio and TV programs, etc.)

E. Preservation of published materials available elsewhere (books, periodicals, etc.)

F. Development of curricula or educational materials for classroom use

G. Archaeological excavations or exploratory surveys for research purposes

H. Historical research, except in cases where the research is justifiable and integral to the success of the proposed project

I. Acquisition or creation of new collections for new or existing museums

J. Construction of new buildings or permanent coverings (over archaeological sites, for example)

- K. Commissions of new works of art or architecture for commemorative or economic development purposes
- L. Creation of new or the modern adaptation of existing traditional dances, songs, chants, musical compositions, plays, or other performances
- M. Creation of replicas or re-creation of cultural objects or sites that no longer exist
- N. Relocation of cultural sites from one physical location to another
- O. Removal of cultural objects or elements of cultural sites from the country for any reason
- P. Digitization of cultural objects or collections, unless part of a larger, clearly defined conservation effort
- Q. Conservation plans or other studies, unless they are one component of a larger project to implement the results of those studies
- R. Cash reserves, endowments or revolving funds (funds must be expended within the award period [up to five years] and may not be used to create an endowment or revolving fund)
- S. Costs of fund-raising campaigns
- T. Indirect costs or operating expenses, i.e. expenses incurred during the day-to-day operational activities of an organization, such as office rent, utilities, license fees, and other costs for administrative time, services, or materials not directly related to performing project work
- U. Contingency, unforeseen, or miscellaneous costs or fees
- V. Costs of work performed prior to announcement of the award
- W. International travel, except in cases where travel is justifiable and integral to the success of the proposed project
- X. Travel or study for professional development
- Y. Individual projects costing less than \$10,000
- Z. Independent U.S. projects overseas.